

## **BOARD MEETING MINUTES**

December 14, 2021

### **Call to Order**

President Rivera called the Regular Board Meeting of the Shoreline Board of Directors to order in the Shoreline Room of the Administrative Offices at the Shoreline Center at 6:00 p.m. on December 14, 2021. This meeting was also available to the community via Zoom.

### **Roll Call**

Rebeca Rivera, President; Emily Williams, Vice President; Sara Betnel, Member; Sarah Cohen, Member; Meghan Jernigan, Member; Sky Stark, Shorecrest Student Representative; and Yubi Mamiya, Shorewood Student Representative.

### **Face Mask Protocol**

President Rivera made the following announcement: "Face masks must cover the nose and the mouth. This includes when presenting or speaking at the microphone. Attendees may remove their mask to take a sip of water if needed. In accordance with Washington State Proclamation 2025-15, we are prohibited from allowing any individual to enter or remain in any indoor space, unless they are in compliance with the Secretary of Health's face covering order and subsequent amendments. If anyone is unable or uncomfortable wearing a mask for the duration of this meeting, they are able to attend virtually using the links available on the school board agendas web page on the District's website. If an individual is found not to be properly wearing their masks they will be reminded to do so. If they refuse to wear a mask or not wear it properly, the board meeting will move into recess and the meeting be cleared of attendees. The meeting will then reconvene 30 minutes later in a 100% virtual format. Thank you so much for your cooperation."

### **Land Acknowledgement**

President Rivera started with a land acknowledgement "to collectively recognize that we are meeting on the traditional lands of the Coast Salish people and here in Shoreline, that includes our local treaty tribes, the Tulalip and the Snoqualmie Tribes, who have been stewards of this land since time immemorial."

### **Agenda Review**

No changes to the agenda.

### **Comments from the Community**

President Rivera stated: "We are so grateful for community voice through public comment and ask those wishing to address the Board this evening to identify themselves by name and relationship to the District. So that everyone who is interested in addressing the Board has a chance to be heard, each person will be allowed two minutes to speak and the Board would ask that you conclude your comments at that time. As a reminder the Board does not respond to public comments. With that, anyone interested in addressing the Board please sign in at the front."

The following individual spoke in person (there were none on Zoom):

- 1) Monika Sylte, Highland Terrace Parent, Staff Member and Shorewood Graduate – Advocated for the PTA and the school community. Expressed the difficulty involved in building community through online learning and Zoom meetings and not in-person interaction. Would love to hear the Board's plans for reopening buildings to families and volunteers; the schools have become like a fortress to our families.

### **Approval of Minutes**

The minutes of the November 9 Study Session had been submitted to the Board.

MOTION NO. 23: Director Betnel moved that the Board approve the minutes of the November 9 Study Session as submitted. The motion was seconded by Director Jernigan and the motion carried unanimously.

### **Adoption of Consent Agenda**

President Rivera announced that the Board had an opportunity to ask questions on the consent agenda and have them answered prior to this meeting. The following consent agenda was presented for adoption:

- a. Adoption of District Instructional Materials Committee (DIMC) Recommendation
- b. Acceptance of Gifts, Grants, Donations
  - 1) Shorewood High School - \$5,000.00 – 84<sup>th</sup> Avenue LLC – Shorewood Wrestling Team
  - 2) Shorewood High School - \$5,000.00 – USTA Pacific Northwest – Shorewood Boys’ and Girls’ Tennis
- c. Approval of 2021-2022 Non-Represented Pay Rate Schedule, Effective January 1, 2022
- d. Approval of 2021-2022 VEBA Memorandum of Understanding with Shoreline Education Association (SEA)
- e. Approval of 2021-2022 VEBA Memorandum of Understanding with Shoreline Educational Support Professionals Association (SESPA)
- f. Approval of Personnel
  - 1) Certificated – Recommended for Election (New Hires), Leaves of Absence
  - 2) Certificated – Out-of-Endorsement Assignments
  - 3) Classified – New Hires
  - 4) Administrative – Recommended for Election (New Hire), Leave of Absence, Resignation/Retirement
- g. Approval of Vouchers

MOTION NO. 24: Director Jernigan moved that the Board adopt the consent agenda, items 6a through 6g, which is attached hereto and becomes a part hereof. The motion was seconded by Director Williams and carried unanimously.

As of December 14, 2021, the Board, by a unanimous vote, approved for payment, those vouchers described as follows: Reconciliation of Warrants Issued December 3, 2021 - General Fund Warrants #93119, 93120-93230, 212200299-212200320 and 212200322, totaling \$323,729.82; Capital Projects Fund Warrants #93231-93241 and 212200323, totaling \$243,496.76; Student Body Fund Warrants #93242-93254, 212200321 and 212200324, totaling \$8,856.60; and Private Purpose Trust Fund Warrants #93255-93256, totaling \$199.26; for a grand total of \$576,282.44.

### **Reports and Presentations**

#### Presentation of February 8, 2022 Levy Information

*Dr. Susana Reyes, Superintendent and Marla S. Miller, Deputy Superintendent, presented.*

Dr. Reyes began with an explanation of the differences between levies and bonds.

*Levies are for learning:*

- Classroom staff and support
- Student programs
- Regular ongoing maintenance of facilities
- Technology
- Transportation
- 50+ percent voter approval to pass

Bonds are for building:

- Bonds fund the building and modernization of schools
- Bonds are financed over a long period of time—typically 15 or 20 years
- Bond dollars cannot pay for programs or day-to-day support and expenses
- 60+ percent voter approval to pass

A levy is a local property tax that provides funds for educational programs, support services and resources to its schools that are not provided by the state. In Shoreline schools, this equals about 20 percent of the annual operating budget. These funds support numerous areas of our school district, such as:

- Curriculum
- Safety and security
- Educational technology
- Student extra-curricular activities and programs
- Professional development
- And much more!

Shoreline School District’s two current four-year levies for 1) educational programs and operations and 2) technology will expire at the end of 2022. The District is asking voters to consider replacing the two expiring levies with two new four-year levies. Ballots are expected to be mailed out in mid-January and will be due by February 8, 2022.

Dr. Reyes provided an explanation of each proposition that will be on the February ballot.

***Proposition 1: Replacement of Expiring Levy for Educational Programs and Operations***

Helps fund education programs not fully supported by state and federal funding, including:

- Special education staff and instructional programs, highly capable programs and academic support
- Nurses, family advocates, librarians and counselors
- Building maintenance, utilities and transportation
- Extra-curricular student activities, including music, drama and athletics
- Professional development for staff

Proposition 1: Levy Rates and Revenues

Year	Estimated Rate per \$1,000 of Assessed Value	Estimated Revenue Generated to Support Educational Programs and Operations
2023	\$1.48	\$26,000,000
2024	\$1.44	\$26,500,000
2025	\$1.38	\$27,500,000
2026	\$1.33	\$28,750,000

***Proposition 2: Replacement of Expiring Capital Levy for Technology Improvements and Support***

- Student and staff computers and technology access
- Software, online subscriptions, resources and access to classroom curriculum
- Annual maintenance and licensing
- Equipment upgrades and replacement
- Staffing, professional development and training
- Network servers, District and school websites and wireless infrastructure

Proposition 2: Levy Rates and Revenue

Year	Estimated Rate per \$1,000 of Assessed Value	Estimated Revenue Generated to Support Technology Improvements and Support
2023	\$0.20	\$3,500,000
2024	\$0.19	\$3,500,000
2025	\$0.18	\$3,500,000
2026	\$0.16	\$3,500,000

In order for individuals to calculate their total estimated local replacement school levy tax rate for both levy replacement propositions, they should use the following formulas:

2023: (Assessed Value) x 0.00168 = Your Annual Tax

2024: (Assessed Value) x 0.00163 = Your Annual Tax

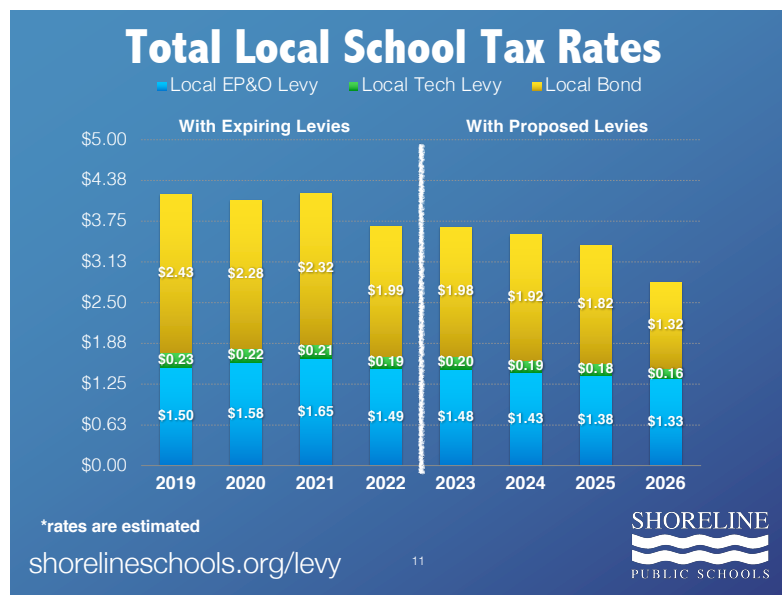
2025: (Assessed Value) x 0.00156 = Your Annual Tax

2026: (Assessed Value) x 0.00149 = Your Annual Tax

Below are examples of the estimated property tax costs for both levy propositions using the four-year average estimated rate of \$1.59 per \$1,000 of assessed value.

Assessed Property Value	Estimated Average School Levies Tax Per Month	Estimated Average School Levies Tax Per Year
\$300,000	\$39.75	\$477
\$500,000	\$66.25	\$798
\$700,000	\$92.75	\$1,113
\$1,000,000	\$132.50	\$1,590

The PowerPoint presentation concluded with the graphic below which provides an overview of what the tax costs have been for the past three years plus the remaining year of the expiring levies and local bonds (2019-2022) as well as the tax costs associated with the proposed levies for 2023-2026.



In answer to Director Betnel's question earlier in the day regarding the parameters that are placed on the calculations for setting the amount for the Educational Programs and Operations Levy, Ms. Miller provided an explanation based on the McCleary case (a family that sued the State of Washington). This involved a challenge by a family stating that the state wasn't properly funding basic education, and because of how levies had been previously regulated, the support for basic education and the educational program was different around the state, depending on where you lived and how communities were allowed to approve local levies. In the resolution of the case, the state agreed to increase funding for basic education (primarily through increased compensation for staff) across the state. They also put a limit on how local levies could be calculated. If the state increased funding for basic education, they wanted to level the playing field across the state for how much additional money local levies could add to the mix. There are now two different ways in which districts are required to calculate the maximum and minimum amounts allowed to be collected.

One method looks at the total value of property within the school district and has a maximum rate per \$1,000 of assessed value. When the McCleary case was settled, the initial rate was \$1.50 per \$1,000; however, shortly thereafter it was increased to \$2.50 per \$1,000. Districts are also required to look at what the estimated revenue would be if an amount per student was collected. The calculations are compared; the state says we are allowed to collect the lesser amount of the two calculations. Again, when McCleary was resolved, the amount per student was \$2,500, however, there was an escalator built in that said each year the amount would be readjusted according to inflation so now it is in the \$2,700 to \$2,800 range per student. For Shoreline, that drives a lesser amount than the \$2.50 per \$1,000 of total assessed property value. OSPI will recalculate the per student amount during each calendar year of the ballot measure. We would never be able to collect more than what was shared in the slide presentation; however, it is likely that we could collect less.

Director Jernigan asked if the 20% of revenues applies to both levies. Ms. Miller responded that the 20% applies to just the General Fund Educational Programs and Operations Levy. The Capital Levy monies go entirely to the Capital Projects Fund and 100% of it is for technology. The Capital Projects Fund has revenues from bonds, lease revenue, interest earnings, plus capital levy for technology (isolated due to parameters). Director Jernigan also asked how that 20% compares to other districts. This percentage is fairly standard. Formerly, before the McCleary decision, the percentage was higher, e.g. in the 24% range. When the state increased their funding of basic education, the percentage dropped.

Director Cohen asked if any themes or specific questions/learnings had come up during the recent community levy presentations. Superintendent Reyes responded that she hadn't noticed any particular themes but there had been questions related to specific costs, which resulted in Curtis Campbell preparing and adding a new slide (#10) on levy tax rate formulas.

In preparing for this meeting, Director Betnel reviewed the levy information from four years ago (2018) and noted that the requested amounts at that time were much higher than what turned out to be the actual amounts, which was due to the very sound fiscal responsibility of District staff and the previous and current boards. She expressed gratitude to Ms. Miller and staff for being mindful with our community resources for schools.

Student Rep Stark asked if it was common for those estimated costs to go down over time. Ms. Miller replied that it is very common for the cost or rate per \$1,000 of assessed value to decrease because the development in the community results in additional property. The value of property grows; the amount collected doesn't change, so the amount per \$1,000 becomes smaller and smaller as the value of the property grows. The large drop in the local bonds tax rate on slide 11 is a result of the bond refunding that occurred in 2021.

A board member had asked earlier in the day if there were any bonds anticipated in 2023-2026. There are no remaining voter-approved bonds to sell. The decision whether and when to place capital construction bonds on the ballot in future years will be a board decision.

Director Betnel reported that there is currently a concerted and consolidated advocacy happening around the state for revisiting the funding formulas in order to more fully and more equitably fund public education across the state.

President Rivera asked for clarity around what is legally appropriate for board members in terms of advocating for and advertising the levy election. Staff members are only allowed to provide information and help individuals understand how levies and bonds work and what they fund. Staff members are not allowed to use public, taxpayer-funded resources to advocate either for or against the ballot measures. School board members, as elected officials have more flexibility than staff; however, they are also prohibited from using district resources in their advocacy.

Director Jernigan asked how many times a district could run a levy if it were to fail. Ms. Miller responded twice in a year.

Director Williams expressed her gratitude for the information as well as the additional slide on tax rate formulas.

Report on Use of Federal ESSER COVID-19 Relief Funds

*Marla S. Miller, Deputy Superintendent, presented.*

Ms. Miller began by thanking the Board for their patience in waiting for this information. She also gave particular credit to Garnet Osborn, Capital Projects Accounting Supervisor, for her work in compiling information, filing reimbursement claims, etc. She also credited Mark Spangenberg as well as Sandy Anderson (Accounting).

The COVID-19 pandemic closed Shoreline Schools beginning on March 12, 2020. From March through June 2020 and from September 2020 through February/March 2021, students received 100% of instruction remotely. Beginning in February/March 2021, the District had a hybrid model—remote and on-site instruction. Beginning in September 2021, the District offered 100% on-site instruction.

Ms. Miller provided an overview of enrollment and ending fund balance impacts.

Enrollment impacts (not including Running Start of ALE):

- September 2019: 9382.47 FTE
- September 2020: 8994.48 FTE
- September 2021: 8687.92 FTE

Ending fund balance impacts:

- August 2020: \$11,470,467
- August 2021: \$14,086,568 (includes ESSER I and II claims submitted - \$6,481,147)
- August 2022: \$5,010,000 (assumes ESSER III - \$4,684,543) – this is the current best number

The District learned of the first round of these available funds in late spring of 2020. Federal stabilization reimbursement for Shoreline (ESSER = Elementary and Secondary School Emergency Relief)

Allocations		Claimed to Date	
\$823,787	ESSER I (CARES)	\$821,527	ESSER I
\$3,184,334	ESSER II	\$3,184,334	ESSER II
\$1,431,514	ESSER III Recovery Services	\$282,635	ESSER III Recovery Services
\$5,726,055	ESSER III All other	\$2,192,651	ESSER III All other
<b>\$11,165,690</b>	<b>TOTAL</b>	<b>\$6,481,147</b>	<b>TOTAL</b>

ESSER III is intentionally divided into two allocations. All across the country, school districts are required to use 20% of ESSER III funding for recovery services for addressing the learning loss of students due to the pandemic. The remaining 80% of the funding is for everything else for which ESSER funds are eligible.

Categories of use of ESSER funds (excerpts from May 2021 US Department of Education FAQ on allowable uses) include (these are the categories that particularly fit for Shoreline School District):

1. Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth.
2. Developing and implementing procedures and systems to improve LEA [Local Education Agency] preparedness and response efforts.
3. Purchasing supplies to sanitize and clean LEA facilities.
4. Purchasing educational technology (including hardware, software, and connectivity) for students . . . that aids in regular and substantive educational interactions between students and their classroom teachers. (We used the Capital Projects Technology Levy, primarily.)
5. Providing mental health services and supports.
6. Planning and implementing activities related to summer learning . . .
7. Addressing learning loss among students . . .
8. School facility repairs and improvements to reduce the risk of virus transmission . . .
9. . . . projects to improve the indoor air quality in school facilities . . .
10. . . . activities that are necessary to maintain operations and continuing of services and continuing to employ existing staff.

Ms. Miller shared a list of the various meetings in which the ESSER funds have been discussed with the Board over the last year and a half.

#### 2020-2021 Budget Development Process

- Regular board meetings – June 15 and July 20, 2020
- Board study session – June 29, 2020
- Board budget public hearing and budget adoption – August 17, 2020

#### Reopening Schools Planning

- Public input process – Summer 2020
- Reports to the Board – October 19 and November 16, 2020 and January 11 and 16, 2021

#### 2021-2022 Budget Development Process

- Board study sessions – February 8, April 5, June 2 and August 17, 2021
- Regular board meetings – May 3 and July 13, 2021
- Board budget public hearing and budget adoption – August 24, 2021

Ms. Miller reviewed a chart, line by line, that categorized three rounds of ESSER funds by school year along with the amounts still to be claimed (see next page). The rules for the use of ESSER I, II and III, depending on whose guidance is referenced, are essentially the same, e.g. the federal guidance says ESSER funds can be used for these specific things regardless of which ESSER funds (I, II or III). However, there have been some parameters related to ESSER I uses that are different from ESSER II and ESSER III. Part of the ongoing work that has been engaged in by our staff has included reviewing the guidance that was contemporaneous with the allocation of the funding to ensure that what we claim meets the rules that were produced and published at the time.

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CLAIMED	ESSER I - 19-20	ESSER II - 20-21	ESSER III 20% - 20-21	ESSER III 80% - 20-21	Still to Claim (as of 12/9/21)	
					19-20	21-22
Food Service (lost revenue)	289,874.00					
Children's Center - continue to employ staff	449,018.00			932.61		
Private School mandatory allocation	7,136.78				2,260.11	
High Risk Employees (Substitutes)					36,856.00	
Furloughed Staff - Insurance Continuity		1,144,899.55		60,374.45	205,284.16	
Various programs (see ESSER I 8519 report)					1,387,509.33	
District wide - Materials/Supplies/Services		564,916.97				91,810.62
Food Services - Staff & Supplies		489,711.92				9,369.25
Hybrid Instruction (teachers)		692,166.56				
Summer School						
Instruction			32,032.18	51,869.45	21,516.79	
LAP			42,443.67		28,649.75	
TBIP			31,038.90		120.00	
SPED			106,286.55			
School Year Recovery Services - SPED			49,124.48			
Add'l mental health support for students				10,718.22		
Student Supervisors						64,635.67
Classified Extra Hours				384,880.68	222,274.41	
Certificated Extra Hours				16,315.27	54,280.39	612.35
Support Instruction (Instr Coaches/Mentors/PD/EI Deans)				1,499,144.22		1,700,000.00
Indirects	75,498.11	292,639.00	21,709.02	168,416.34		
	821,526.89	3,184,334.00	282,634.80	2,192,651.24	1,958,750.94	1,866,427.89
GRAND TOTAL CLAIMED TO DATE, ALL ESSER GRANTS				6,481,146.93		

Ms. Miller reviewed the items that have not yet been quantified:

2021-2022 school year recovery services provided to students:

- Eligible for 20% and 80% ESSER III
- Currently instructional staff are reviewing IEPs to determine recovery services needed by students
- Services may be provided during the 2021-2022 school year and during the summer of 2022

2021-2022 school year extraordinary costs:

- Additional staffing costs
  - Substitutes for COVID leave (mandatory quarantines due to exposure at school/work)
  - Extra hourly support – nurses, office staff, others
- Additional facility/supplies costs
  - HVAC continuous airflow
  - Cleaning/disinfecting supplies

Director Jernigan asked if the District intended to claim reimbursement for the remaining \$6.4 million. The response was absolutely; the 2019-2020 and 2021-2022 expenses listed in the chart above are essentially ready to claim.

Student Rep Mamiya asked how the \$10,718 allocated to additional mental health supports for students was used during the pandemic. Ms. Miller responded that was used to provide professional development for staff in order to support student and staff mental health issues—curriculum and staff training. Student Rep Mamiya also asked what specifically fell into the “Various programs” category on the chart above. Ms. Miller explained that there were a number of different things, e.g., supplies, equipment, transportation costs, personal protective equipment, some Children’s Center staffing costs, etc. Last summer, districts learned from the state that in order to claim expenses, costs had to be moved from where they were originally spent to a new place. However, by the time the costs get claimed, they will sort back to the original coding.

Student Rep Stark asked if the District would be hitting the deadline for claiming reimbursement. Ms. Miller responded that the deadline for eligible costs is August 31, 2022. Typically, we don’t know fully what those costs are until the closing of the books in November. The District likely will not fully claim until closer to November, which is allowed. The \$11 million will be claimed and if it turns out that there are costs above that amount, it would likely be in the \$1 million or less range; however, it is too soon to know for sure.



**Board Requested Discussion and Future Topics**

None

**Action Items**

Adoption of 2021-2022 School Improvement Plans

*Maria Stevens, Executive Director of Teaching and Learning, presented.*

The 2021-2022 School Improvement Plans were presented to the Board for first reading on December 7, 2021. All SIPs remain as presented (no revisions) at that time.

It was the recommendation of the Superintendent that the Board adopt the 2021-2022 School Improvement Plans, as presented.

MOTION NO. 25: Director Betnel moved that the Board adopt the 2021-2022 School Improvement Plans as presented. The motion was seconded by Director Williams and carried unanimously.

**Reports and Communications – Board Members, Student Reps and Superintendent**

Director Betnel shared that she and President Rivera visited Syre Elementary with Superintendent Reyes on Friday, December 10. She extended gratitude to Principal Michelle Carroll for guiding them around the building and the teachers who invited them into their classrooms. Each school is unique even while having uniformity of academics. Students were engaged and there was an obvious sense of curiosity, joy and interest seen in the classrooms. The visitors participated in a challenging math game along with students in a fourth grade class. Students were asked to share their hopes for the future in our schools; one class wanted more recess and one young student hoped for an end to racism in our schools.

Director Rivera also very much enjoyed the visit to Syre and the enthusiasm of the students. She and Director Cohen, Student Reps Mamiya and Stark and Superintendent Reyes have been meeting to discuss and plan for the resolution on climate justice and sustainability. They have developed a form and a set of questions to use in their meetings with community groups in the District as well as around the region, including tribes.

Student Rep Mamiya reported that she had spoken at her Student Council meeting at Shorewood the previous day on the topic of expanding the student representative position. She received a positive reception and she is excited to move forward.

Student Rep Stark is also working on expanding the student representative position and met with Student Rep Mamiya over the weekend to review draft language. A meeting has been scheduled at Shorecrest on January 6 for all club leaders, ASB officers and any Student Council members who wish to attend. Additionally, both student reps were scheduled to meet with Superintendent Reyes the following day to discuss plans for the next few months. In other Shorecrest news, the girls' flag football league is currently underway; they are enjoying themselves. Over the past few weeks, there have been a number of holiday-themed events taking place at the school.

Superintendent Reyes reported that she attended an outdoor retirement celebration at the City of Shoreline offices for Mayor Will Hall and Councilmembers Susan Chang and Keith McGlashan. She also expressed her "deep appreciation for every single person in our school district system that contributes to the experiences that our students have in our schools, that our families have in our schools, everyone from our operations staff, our food service staff, our transportation department, and our teachers and classified staff who support young people in our schools." She wished all a very nice, restful and well-deserved winter break.

**Executive Session**

None

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Adjournment: 7:20 p.m.

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Rebeca Rivera, School Board President

Attest: January 25, 2022

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Dr. Susana Reyes, Secretary  
Shoreline Board of Directors

**All documents referenced in the minutes may be viewed in the Superintendent's Office during normal business hours.**